



City of Farmers Branch

Meeting Minutes

Art & Culture Committee

Farmers Branch Historical Park
2540 Farmers Branch Lane
Farmers Branch, TX 75234

Wednesday, May 21, 2025

6:00 PM

Historical Park

A. CALL TO ORDER

The meeting was called to order by the Committee Chair, Amy Cave at 6:00 PM.

Absent: Member David Moore

Presiding: Chair Amy Cave

Present: Vice Chair Brianna Cattell, Member Jennifer Evans, Member Rita Ford, Alternate Chris McGuire, Alternate Tad Perryman, Member Chris Stevenson, and Member Dawn Valentine

Staff: Bonnie Neumann, Historical Cultural Specialist, Jessica Alvarado, Recreation Superintendent, and Robert Diaz, Parks and Recreation Director

B. CITIZEN COMMENTS

This agenda item provides an opportunity for citizens to address the Board or Committee on any matter that is not posted on the agenda. Anyone wishing to address the Board or Committee should complete a Citizen Comments Registration Form and submit it to the Board Liaison or Board Chair prior to the start of the meeting. There is a three (3) minute time limit for each citizen to speak with a reasonable limitation on speakers on one topic or item with a maximum of fifteen total minutes on the same topic item. Anyone wishing to speak shall be courteous and cordial.

The Board or Committee is not permitted to take action on any subject raised by a speaker during Citizen Comments. However, the Chair may have the item placed on a future agenda for action; refer the item to the City Administration for further study or action; briefly state existing City policy; or provide a brief statement of factual information in response to the inquiry.

No comments were made.

C. AGENDA ITEMS

25-342 Consider approval of the April 16, 2025 meeting minutes; and take appropriate action.

Member Jennifer Evans moved the minutes of the April 16, 2025 meeting be approved as written. Member Chris Stevenson seconded. Motion carried by the following vote:

Absent 1 - Member David Moore

Aye 5 - Vice Chair Brianna Cattell, Member Jennifer Evans, Member Rita Ford, Member Chris Stevenson, and Member Dawn Valentine

25-343 Receive Sub-Committees updates; and take appropriate action.

- **Artist Outreach** – Member Jennifer Evans, Member Rita Ford, and Member Chris Stevenson

Artist Exchange was held on April 30, 2025 at the Farmers Branch Community Recreation Center. The event had low attendance, but the sub-committee will host another one in the fall.

The sub-committee would like to clarify on the web page who qualifies to be listed in the Artist Directory – live, work, or study in Farmers Branch. Sub-committee members will send their ideas of how to incorporate the artists listed to Bonnie Neumann, Historical Cultural Specialist.

The sub-committee discussed ways to promote the Artist Directory including a PR flyer that can be shared with local businesses, advertising the Artist Directory on City digital displays, and continue promoting on social media.

The sub-committee discussed potential benefits of being listed in the directory: proposed yard signs for artists, free booths at City events, and promotion by the City.

- **Arts & Culture in Public Spaces** – Alternate Chris McGuire, Alternate Tad Perryman, and Member Chris Stevenson
Staff is finalizing details for the wrapping of traffic signal boxes.

The sub-committee would like to get involved with events happening in the City. How do we make that happen? Member Jennifer Evans requested information be sent to her.

The sub-committee requested an update on the Westside Arts Trail. The update was given by Robert Diaz, Parks and Recreation Director. The sub-committee will propose three potential locations for art pieces along the Westside Art Trail at the June meeting.

- **Strategic Planning** – Member Rita Ford, Member David Moore, and Alternate Tad Perryman
What is the goal and purpose of the sub-committee? It was suggested that the sub-committee/City go after specific art grants and that the committee work with the City's Grant Coordinator.

Fundraising and 501(c)(3) status was discussed. Discussion included the Friends of the Farmers Branch Historical Park and how they raise funds at City events.

- **Arts & Culture Festivals** – Chair Amy Cave, Vice Chair Brianna Cattell, and Secretary Dawn Valentine
Branch Arts Live to be held on Sunday, October 19, 2025 from 1 - 4 p.m. The City to provide basic infrastructure: stage, tent, security, and food and water for volunteers pending the approval of the FY 25-26 budget by City Council.
- **Sister Cities** – Chair Amy Cave and Member Jennifer Evans
The Sister Cities informed staff they will not be coming this year, they are looking at possibly coming in three years. Alternate Tad Perryman moved to sunset the Sister Cities sub committee. Vice Chair Brianna Cattell seconded. Motion carried by the following vote:

Absent 1 - Member David Moore

Aye 5 - Vice Chair Brianna Cattell, Member Jennifer Evans, Member Rita Ford, Member Chris Stevenson, and Member Dawn Valentine

- **Events Review** – Member Jennifer Evans and Alternate Chris McGuire
The sub-committee suggested one cohesive City calendar for events and signage for the Arts and Culture District with a “you are here” map. The sub-committee discussed pop-up events. The sub-committee will compile their “homework” and questions asked and will report back next month.

25-344 Receive an update on Arts and Culture and City of Farmers Branch current projects, events, and upcoming activities.

A list of websites containing upcoming events was included with the packet.

The Arts & Culture Committee, Historical Park, and Venue 1842 are now back under the Parks and Recreation Department.

25-345 Discuss agenda items for future Arts & Culture Committee meetings.

Westside Art Trail

Future non-profit group for Arts & Culture Committee. Discuss under Strategic Planning sub-committee.

The next meeting will be on June 18, 2025 at 6 p.m. at City Hall in the Community Services' conference room.

D. ADJOURNMENT

Vice Chair Brianna Cattell moved to adjourn the meeting. Alternate Tad Perryman seconded. Motion carried unanimously. The meeting adjourned at 7:43 p.m.

Chair

Attest